

**PROFESSIONAL COUNSELOR SECTION  
EXAMINING BOARD OF SOCIAL WORKERS, MARRIAGE AND FAMILY  
THERAPISTS AND PROFESSIONAL COUNSELORS  
MINUTES  
FEBRUARY 1, 2005**

**PRESENT:** LaMarr Franklin, Leslie Mirkin, Evelyn Pumphrey,  
and Susan Putra

**EXCUSED:** None

**STAFF PRESENT:** Kimberly Nania, Director of Health Services; Jacquelynn Rothstein, Legal Counsel; Gina York, Bureau Assistant, Division of Enforcement staff and others during portions of the meeting

**GUESTS:** Joseph D’Costa, DWD/DVR; Patricia Jorgensen, Lakeland College; Nancy Woodward, Lakeland College; Nathan Berken, Representative Terri McCormick’s Office; Walter Johnson, Aurora Behavioral Health

**CALL TO ORDER**

Susan Putra called the meeting to order at 1:30 p.m. There was a quorum of four members.

**APPROVAL OF AGENDA**

**Additions to the Agenda:**

- Open Session: Under Item J. – Add Correspondence from Marquette University
- Open Session: Add Requests for Supervisory Approval After the Mailing of the Agenda – Add name Kristine Edge
- Open Session: Under Other Business – Add Review of PC Brochure

**MOTION:** LaMarr Franklin moved, seconded by Leslie Mirkin, to approve the agenda as amended. Motion carried unanimously.

**ELECTION OF OFFICERS**

**MOTION:** LaMarr Franklin moved, seconded by Leslie Mirkin, to nominate Susan Putra for Chair. Motion carried unanimously.

**MOTION:** Leslie Mirkin moved, seconded by Evelyn Pumphrey, to nominate LaMarr Franklin for Vice Chair. Motion carried unanimously.

**MOTION:** LaMarr Franklin moved, seconded by Leslie Mirkin, to nominate Evelyn Pumphrey for Secretary. Motion carried unanimously.

## APPROVAL OF MINUTES OF NOVEMBER 16, 2004

### Amendments to the Minutes:

- Page 3: Last motion change “this” to “those”
- Page 4: Second motion change “2004” to “2005”

**MOTION:** LaMarr Franklin moved, seconded by Leslie Mirkin, to approve the November 16, 2004 minutes as amended. Motion carried unanimously.

### ADMINISTRATIVE REPORT

Kimberly Nania, Division of Board Services Administrator, shared that a new Bureau Director has been hired for the Bureau of Health Services Professions, his name is Jeff Scanlan, and he will be starting on February 7, 2005. Dr. Nania will be providing guidance and orientation to his new position and Gina York will be his Bureau Assistant. There has not been a new Department Secretary appointed at this time. Dave O’Connell, Division of Enforcement, has taken a new position and outside of the Department.

Dr. Nania did an annual review of department policies with the PC Section. They are as follows:

- A) Travel Rules and Policies: Annual meetings, intent to travel, In-State and Out-of-State travel were discussed and handouts were provided indicating the allowances for travel and limitations on in-state and out-of-state travel. The Section gets one annual meeting a year in which a designee can attend. Section approval is required to attend such annual meetings and the paperwork for the intent to travel would need to be submitted prior to attending.
- B) The Hotel Policy: This policy was reviewed with the Section regarding hotel room reservations for all meetings. The hotel policy is as follows:

### DEPARTMENT POLICY

1. If the Board Member is not going to use the reserved hotel room, it is the **responsibility of the Board Member** to cancel the room by calling the hotel themselves. If the room is not cancelled, the Board Member would be responsible to pay the bill.
2. If we cancel a meeting because of lack of quorum or no business, it should be our responsibility to cancel any room reservations.

- C) The Quorum Confirmation Policy: This policy was reviewed with the Section and it was clarified with them that if we do not hear from board members we would assume they will be attending the meeting. We will not be checking for a quorum each time. Only if we are contacted by two or more individuals indicating they will not be able to attend an upcoming scheduled meeting will we contact Section members to verify a quorum.

The hotel reservation list was reviewed at each Section meeting any changes will be forwarded to Roxanne Peterson to make any changes to room reservations made for the Section and Joint Board meeting accommodations.

The roster was routed to all Section members for review and revision at the MPSW Joint Board meeting held earlier today. All corrections or additions will be forwarded to Roxanne Peterson to update the roster information provided.

### **COPY OF APPROVED 2005 MEETING DATES**

The Section received a copy of their approved 2005 meeting dates for their records.

### **PRESENTATION OF PROPOSED STIPULATIONS**

None.

### **PRESENTATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED AFTER MAILING OF THE AGENDA**

None.

### **REPORT ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES**

Jacquelynn Rothstein, Legal Counsel, reviewed the summary reports with the Section at today's meeting.

### **STATUS OF RULES AND STATUTES**

Jacquelynn Rothstein, Legal Counsel, reviewed the status of rules and statutes with the Section.

### **HEARING ON DENIAL OF APPLICATION REGARDING CHASITY L. SCHMEISSER**

There was a Class 1 Hearing held at 2:04 p.m. regarding the denial of an application for Chasity L. Schmeisser. This will be deliberated on later today in closed session.

**HEARING ON DENIAL OF APPLICATION REGARDING  
LAURIE SUMNICHT PIEPER**

There was a Class 1 Hearing held at 2:34 p.m. regarding the denial of an application for Laurie Sumnicht Pieper. This will be deliberated on later today in closed session.

**CORRESPONDENCE FROM STATE REPRESENTATIVE JIM KRUESER  
REGARDING PC LICENSURE FOR JOYCE RINEHART**

The Section reviewed the correspondence submitted by Representative Krueser regarding PC licensure for Joyce Rinehart. The Section will deliberate in closed session later in today's meeting regarding this request.

**REVIEW OF REVISED COMBINED TRAINING CERTIFICATE  
LICENSURE APPLICATION FORM**

Julie Reimann, Credentialing, and Jacquelynn Rothstein, Legal Counsel, discussed areas for revision to these application forms. The Section felt it may be best to have a board member assigned to work with them on these revisions. They will then finalize the forms for printing and posting on the DRL Website.

**MOTION:** LaMarr Franklin moved, seconded by Evelyn Pumphrey, to designate Leslie Mirkin to work with Julie Reimann and Jacquelynn Rothstein on the application revision process. Motion carried unanimously.

**RE-APPLICATION FOR TRAINING CERTIFICATE AND DEFINITION  
OF FULL-TIME EMPLOYMENT**

Jacquelynn Rothstein, Legal Counsel, discussed the latest information regarding this topic and the action taken by the MFT Section at their January 31, 2005 meeting.

The PC Section discussed with both Attorney Rothstein and Julie Reimann, Credentialing, this situation and the past history on the legislation regarding training certificates. The legislation died at the last legislative session and in the interim, the MFT Section took action to allow applicants on a case-by-case basis to reapply for a training certificate and to credit them any hours accumulated under those training certificates.

**MOTION:** Leslie Mirkin moved, seconded by LaMarr Franklin, to designate the chair the authority to confer with the Department and authorize adjustments to the training license bill as needed. Motion carried unanimously.

**MOTION:** Leslie Mirkin moved, seconded by LaMarr Franklin, to designate the credentialing liaison to consult with credentialing and grant the authority to approve the reapplication of the training certificates.

Joseph D'Costa, DWD/DVR, shared concerns surrounding the training certificate issue with the Section. He wanted to ensure that this will not cause a hardship for his agency.

### **DEVELOP DEFINITIONS FOR PSYCHOTHERAPY RULE**

The Section postponed this topic for a future agenda and it will be added at some other date when this topic can be addressed more in-depth and all relevant information is available.

### **DISCUSSION OF FORMS FOR PSYCHOTHERAPY**

The Section discussed this issue with Julie Reimann, Credentialing. She will work with Jacquelynn Rothstein, Legal Counsel, to develop a draft form. As soon as they have a well-defined draft, they will bring it to the Section for review. Attorney Rothstein directed the Section to refer to MPSW 13.01. regarding psychotherapy. During the development stage of this form, she asked the Section to start looking at those individuals interested in practicing psychotherapy and decide how they will be handling and processing these applications.

### **APPROVAL OF SCHOOL PROGRAMS AND THE DEVELOPMENT OF NEW PRE-APPROVED DEGREE LIST JULIE REIMANN**

The Section asked Julie Reimann, Credentialing, to attend this part of the meeting to participate in the review of school programs being offered to take notes on what the Section's decision were on each school. The Section reviewed each to make a decision of whether these courses would be acceptable, if so then it would be added to the pre-approved degree list. The following were the programs reviewed.

UW Madison – No, does not have a masters in clinical psychology  
Marquette Clinical Psych – Yes  
Cardinal Stritch Clinical Psych - No  
UW River Falls – School Psychology - No  
UW Stout – Mental Health Counseling Psychology and School Psychology – No  
Lakeland College – No  
Wisconsin School of Professional Psychology – Yes

Julie Reimann will develop a new pre-approved degree list for the Section after today's meeting. The Section made the following motion to clarify a guideline for approving school programs to assist Ms. Reimann in determining if they are acceptable.

**MOTION:** LaMarr Franklin moved, seconded by Evelyn Pumphrey, that if a program is CORE accredited or CECREP accredited it is automatically approved. Motion carried unanimously.

## **CORRESPONDENCE FROM MARQUETTE UNIVERSITY**

Susan Putra shared with the Section a letter she received from Timothy Melchert, Marquette University. The Section recalled the discussion indicated in the correspondence and see no problem with their proposal of a minimum of 54 credits for students pursuing dual licensure in both community and school counseling.

## **REQUEST FOR APPROVAL OF LAKELAND COLLEGE PROGRAM**

Patty Jorgenson and Nancy Woodward, representatives from Lakeland College, presented to the Section specifics regarding their program. They discussed various areas of their program that would need improvement in order to be acceptable to the PC Section for final review and approval. Ms. Jorgenson agreed to resubmit the grid for consideration by the Section at their next meeting.

## **REQUIREMENTS FOR REINSTATEMENT AFTER FIVE YEARS**

The Section postponed this topic until the next Section meeting scheduled for May 2005.

## **REQUESTS FOR APPROVAL OF SUPERVISOR**

### **KATHLEEN FRANK**

**MOTION:** LaMarr Franklin moved, seconded by Leslie Mirkin , to approve Amy Kirby as supervisor for Kathleen Frank and to send her a reminder that effective March 1, 2005 she will need a training certificate to accumulate hours. Motion carried unanimously.

### **SARA BLASER**

**MOTION:** Leslie Mirkin moved, seconded by LaMarr Franklin , to approve Don Mathews as supervisor for Sara Blaser and to send her a reminder that effective March 1, 2005 she will need a training certificate to accumulate hours. Motion carried unanimously.

### **ALICIA GOODMAN**

**MOTION:** Leslie Mirkin moved, seconded by Evelyn Pumphrey , to approve Harold Wolf as supervisor for Alicia Goodman and to send her a reminder that effective March 1, 2005 she will need a training certificate to accumulate hours. Motion carried unanimously.

**LINDA NOLTE**

**MOTION:** Evelyn Pumphrey moved, seconded by Leslie Mirkin, to conditionally approve Christina Osborn & Doug Adams as supervisors for Linda Nolte, only if Ms. Nolte receives twenty-five percent supervision from a licensed psychologist or licensed professional counselor and to send her a reminder that effective March 1, 2005 she will need a training certificate to accumulate hours.

**SUPERVISOR APPROVALS RECEIVED AFTER THE MAILING OF THE AGENDA**

**KRISTINE EDGE**

**MOTION:** Evelyn Pumphrey moved, seconded by Leslie Mirkin, to deny the request for Jennifer Sovey-Fahey as supervisor for Kristine Edge. Reason for Denial: CAPSW is not qualified to do independent psychotherapy and to send her a reminder that effective March 1, 2005 she will need a training certificate to accumulate hours.

**APPROVALS FOR PSYCHOMETRIC TESTING RECEIVED AFTER  
THE MAILING OF THE AGENDA**

None.

**CORRESPONDENCE AND PHONE INQUIRIES BY LEGAL COUNSEL**

None.

**CONSULTING WITH LEGAL COUNSEL**

The Section consulted with Jacquelynn Rothstein, Legal Counsel, throughout today's meeting as necessary.

**REPORT OF SCREENING PANEL**

The Section did not provide a screening panel report at today's meeting due to time constraints.

**INFORMATIONAL ITEMS**

None.

**VISITOR COMMENTS**

Noted.

### **CONVENE TO CLOSED SESSION**

**MOTION:** Leslie Mirkin moved, seconded by Evelyn Pumphrey, to adjourn to closed session pursuant to Wisconsin state statutes 19.85(1)(a)(b)(f) and (g) for the purpose of consulting with legal counsel, deliberation regarding disciplinary proceedings, monitoring, hearings, proposed decisions and orders, stipulations, administrative warnings, review individual histories, review of applications and additional information, and requests for supervisory approvals and case status reporting. Roll call vote: Susan Putra –yes, Evelyn Pumphrey-yes, Leslie Mirkin-yes. Motion carried unanimously.

Session was convened at 5:14 p.m.

### **RECONVENE INTO OPEN SESSION**

**MOTION:** Leslie Mirkin moved, seconded by Evelyn Pumphrey, to reconvene to open session at 5:30 p.m. Motion carried unanimously.

### **VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION**

#### **MONITORING**

#### **DELIBERATION OF MONITORING ISSUES THAT MAY BE RECEIVED AFTER THE MAILING OF AGENDA**

#### **HEARINGS BEFORE THE BOARD**

#### **CHASITY L. SCHMEISSER**

**MOTION:** Evelyn Pumphrey moved, seconded by Leslie Mirkin, to deny the application regarding Chasity L. Schmeisser. Reason for denial: Based on three credit counseling theory course. Motion carried unanimously.

#### **LAURIE SUMNICHT PIEPER**

**MOTION:** Leslie Mirkin moved, seconded by Evelyn Pumphrey, to deny the application regarding Laurie Sumnicht Pieper. Reason for denial: Based on three credit counseling theory course. Motion carried unanimously.

#### **DELIBERATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED AFTER MAILING OF THE AGENDA**

None.



**DELIBERATION ON CORRESPONDENCE & MATERIALS PC LICENSURE**

**JOYCE RINEHART**

**MOTION:** Leslie Mirkin moved, seconded by Evelyn Pumphrey , to reaffirm denial regarding Joyce Rinehart and request legal counsel to respond to Representative Krueser on behalf of the Section. Motion carried unanimously.

**ADMINISTRATIVE WARNINGS**

**CASE 04 CPC 005**

**MOTION:** Leslie Mirkin moved, seconded by Evelyn Pumphrey , to issue an administrative warning regarding **Case 04 CPC 005**. Motion carried unanimously.

**DELIBERATION OF ADMINISTRATIVE WARNINGS SIGNED AFTER THE MAILING OF THE AGENDA**

None.

**DELIBERATION OF FINAL DECISION AND ORDER FIXING COSTS**

**DONALD L. KEYS**

**MOTION:** Leslie Mirkin moved, seconded by Evelyn Pumphrey, to accept the final decision and order fixing costs in the matter of Donald L, Keys. Motion carried unanimously.

**DELIBERATION OF PROPOSED FINAL DECISIONS AND ORDERS FOR DISCIPLINARY PROCEEDINGS RECEIVED AFTER THE MAILING OF THE AGENDA**

None.

**DIVISION OF ENFORCEMENT CASE STATUS REPORT**

There were no case closings presented by DOE at today's Section meeting.

## REVIEW OF APPLICATIONS

**MOTION:** Leslie Mirkin moved, seconded by Evelyn Pumphrey, to approve the applications approved, deny those denied, and to request more information where indicated. Motion carried unanimously.

### Approved

Butts, Catherine  
Goerlitz, Sharon L.  
Gromemus, Jenni L.  
Havlik, Paul J.  
Krippel, Tricia M.  
Laird, Rebecca S.  
Pierson, Debra M.  
Schultz, Natasha J.  
Turba, Judith M.  
White, Susan L.  
Zick, Tamar L.

### Denied

Copper, Laura Fuller  
Erickson, Lisa  
Hergert, Lisa  
Lynch, Kelly Jo  
Weber, Dixie L.

## WALTER JOHNSON

**MOTION:** LaMarr Franklin moved, seconded by Leslie Mirkin , to allow Walter Johnson to take the theories course he has requested. Motion carried unanimously.

## OTHER SECTION BUSINESS

The Section did a very brief review of the professional counselor brochure at today's meeting and took the following action.

**MOTION:** LaMarr Franklin moved, seconded by Leslie Mirkin, to designate Susan Putra, Chair, to revise and approve the PC Brochure with Jacquelynn Rothstein, Legal Counsel, for publication. Motion carried unanimously.

## ADJOURNMENT

**MOTION:** Evelyn Pumphrey moved, seconded by Leslie Mirkin, to adjourn the meeting at 5:34 p.m. Motion carried unanimously.